

مراجعة

مستر عمرو راجب

نهضة

نهضة

المهذب

الشأن الرابع

أولى ثانوي

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حز المنه
واتس

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Unit 3 Truth Vs. Lies

Vocabulary

Betray (v) (ed)	يخون / يقدر	Interaction (n)	تفاعل/رد فعل
deceive (v) (d)	يخدع	Reputation (n)	سمعة / شهرة
exploit (v) (ed)	يستغل	scam (n)	احتيال
awareness (n)	وعي/معرفة	Supportive (adj)	داعم
defense (n)	دفاع/حماية	tactics (n)	تكتيكات / اساليب
Invisible (adj)	خفي/غير مرئي	ruin (v) (ed) (n)	يدمر/يخرب/دمار
misinformation (n)	معلومات مضللة	rumors (n)	شائعات
		trust (n) (v) (ed)	ثقة/يثق

Expressions, Phrases & Prepositions

agree to	يوافق على	in fact	في الواقع
apply/put	يمارس/يضع	in return	في المقابل
pressure on	ضغطا على	in trouble	في مازق
ask for	يطلب	keep his promises	يفي بوعوده
aware of	على علم بـ	learn from	يتعلم من
believe in	يؤمن بـ	limited to	محدود/مقتصر
build/make strong friendships	يبني صداقات قوية	make a promise	يقدم وعدا
face-to-face interactions	التفاعلات وجها لوجه	make quick money	يربح مالا سريعا
give a truthful answer	يعطي إجابة صادقة	pressured into doing	مضغوط للقيام بأشياء
healthy boundaries	حدود صحية/سليمة	click an icon	ينقر على ايقونة
as long as we remember	ما دمنا نتذكر	combine... with	يدمج... مع
at a national level	على مستوى وطني	create lasting impressions	يترك انطباعات دائمة
at least	على الأقل	fight back	يقاوم
avoid scams	يتجنب الاحتيال	fight over	يتقاتل على
become easier to	يصبح اسها ان	find it exciting	يجده مثيرا
benefit from	يستفيد من	gain more followers	يكسب المزيد من المتابعين

Expressions, Phrases & Prepositions

cause ... to stop	يتسبب في توقف.	how hard it is	كم هو صعب
cause violence	يسبب العنف	in a positive way	بطريقة إيجابية
check sources	يتحقق من المصادر	protect from	يحمي من
children in need	أطفال محتاجون	reflect on	يتأمل في
get sunlight	يحصل على ضوء الشمس	send a strong message	يرسل رسالة قوية
give us the chance	يمنحنا الفرصة	share with	يشارك مع
hide behind illusions	يختبئ وراء الاوهام	show perfect images	يعرض صور مثالية
put on a friendly face	يتظاهر بالود	spread across	ينتشر عبر
rely on	يعتمد على	spread through	ينتشر عبر
speak to	يتحدث الى	supported by facts	مدعوم بالحقائق
stop... from	يمنع .. من		
take advantage of	يستغل (استغلال سلبي)		
take control of	يسيطر على		
trying to use you	يحاول استغلالك		
work for free	يعمل مجاناً		



Words, Synonyms & Antonyms

Words

Synonyms

Antonym

Betray	يخون	deceive/mislead/cheat	assist/support	يساعد/يدعم
Confirm	يؤكد	verify/prove	deny/disprove	ينكر/يدحض
deception	خداع	trickery/fraud/deceit	truth/honesty	الحقيقية/الصدق
Exploit	يستغل	abuse/misuse	protect/help	يحمي/يساعد
Fake	مزيف	counterfeit/false	authentic/genuine	اصيل / حقيقي
honesty	صدق/امانة	integrity/truthfulness	dishonesty/deceit	عدم الصدق/الخداع
Interaction	تفاعل	communication/collaboration	isolation/separation	عزل / انفصال
profit	ربح	gain/benefit	loss/debt	خسارة / دين

Words

Synonyms

Antonym

reliable	موثوق	dependable/trustworthy	unreliable/deceitful	غير موثوق / مخادع
spread	ينتشر	circulate/distribute	contain/gather	يحتوي/يجمع
supportive	داعم	encouraging/helpful	unhelpful/discouraging	غير مفيد/مثبط
suspicious	مريب	doubtful/distrustful	trusting/reliable	ثقة / موثوق
truthful	صادق	honest/sincere	dishonest/deceptive	غير امين/مخادع
valuable	قيم / ثمين	precious/priceless	worthless/useless	عديم القيمة/عديم الفائدة
awareness	وعي/ ادراك	consciousness/knowledge	ignorance/unawareness	جهل/عدم ادراك
destroy	يدمر	ruin/smash/demolish	construct/repair	يشيد / يصلح
improve	يحسن/يتحسن	develop/boost	worsen/decline	يزداد سوء/انهيار
invisible	غير مرئي	unseen/hidden	visible/obvious	مرئي/واضح
luxury	رفاهية/ترف	comfort/wealth	poverty/deprivation	فقر/حرمان
popular	مشهور/محبوب	famous/admired	unpopular/unknown	غير معروف
protect	يحمي	secure/defend	endanger/harm/attack	يعرض للخطر/يضر / يهاجم
support	يدعم/يساند	assist/help/encourage	oppose/weaken	يعارض/يضعف
trust	ثقة	faith/confidence	doubt/distrust	شك/ريبة
violence	عنف	cruelty/aggression	peace/gentleness	سلام / لطف

Definitions

awareness	وعي/معرفة	knowledge or understanding of a situation or fact/being conscious of something and understanding it
defense	دفاع / حماية	the act of protecting someone or something from harm or danger
invisible	خفي/غير مرئي	something that cannot be seen
misinformation	معلومات مضللة	false or incorrect information that is spread, whether on purpose عمدًا or by mistake
rumors	شائعات	stories or information that are spread by people but لم يتم التحقق من صحتها are not verified as true
trust	ثقة	a feeling of confidence in someone or something; believing that they are honest or reliable
betray	يخون	to be disloyal to someone who trusts you, so that they are harmed or upset
deceive	يخدع	to make someone believe something that is not true

exploit	يستغل	to treat someone unfairly by asking them to do things for you, but giving them very little in return
interaction	تفاعل/رد فعل	the activity of talking to other people or working together with them
supportive	داعم	providing encouragement, help, or emotional strength to someone
reputation	سمعة/ شهرة	the beliefs or opinions that people generally have about a person's or thing's character or qualities
scam	احتيال	a dishonest trick, often to take money from someone
tactics	تكتيكات/ أساليب	the specific methods or short-term strategies used to achieve a goal , especially in a conflict, competition, or negotiation مفاوضات
wolves in sheep's clothing	ذئاب في ثياب حملان	someone who seems to be friendly or harmless, but is in fact dangerous, dishonest etc
caught in a trap	محاصرون في فخ	to be stuck in a bad situation that is difficult to escape from, like a lie you can't get out of or a bad contract
too good to be true	جيد جدا لدرجة يصعب تصديقها	so good that you cannot believe it is real, or you expect something bad to happen
trust, but verify	ثق ولكن تأكد	it's wise to be trust people, but you should always make sure what they say is true

عندكم ملوك خطا اكتبوها هنا

Choose the (Two) correct answers out of the FIVE (5) options given.

1 A small act of kindness can change someone's day. "Kindness" can be replaced by.....

- a cruelty b generosity c harshness d compassion e meanness

2 It's hard to trust someone who has lied before. The antonym of "trust" is

- a distrust b reliance c faith d doubt e confidence

3 They lost their money in an online scam. The synonym of "scam" is.....

- a swindle b honesty c truthfulness d integrity e fraud

4 It's important to be honest in every situation. "Honest" is opposite in meaning to

- a truthful b dishonest c deceitful d sincere e upright

5 Be aware of your surroundings when walking alone. "Aware" can be replaced by

- a unaware b conscious c ignorant d alert e oblivious

6 Don't let appearances deceive you. The antonym of "deceive" is

- a reveal b mislead c trick d expose e fool

7 She is a reliable friend who always helps others. The synonym of the underlined word "reliable" is

- a trustworthy b protect c untrustworthy d dependable e unreliable

8 She would never betray her best friend. The synonym of "betray" is.....

- a backstab b be loyal c protect d support e deceive

9 He felt hurt when his teammate "betray" is betrayed him . The antonym of the underlined word

- a support b backstab c deceive d protect e mislead

10 Some companies exploit workers by paying them very little. "Exploit" replaced by can be.....

- a protect b abuse c help d manipulate e support

11 I'm aware that I made a mistake. "Aware" is opposite in meaning to

- a conscious b unaware c mindful d alert e ignorant

12 Reading every day will improve your vocabulary. The synonym of "improve" is.....

- a enhance b damage c develop d decline e worsen

13 Some insects are so tiny that they seem invisible to the human eye. "Invisible" can be replaced by.....

- a visible b unseen c obvious d hidden e clear

14 Heavy rains destroyed many houses in the village. The antonym of "destroy" is

- a build b ruin c create d demolish e wreck

15 Football is the most popular sport in the world. "popular" can be replaced by.....

- a unpopular b well-liked c disliked d unknown e famous

16 The special ink becomes invisible after a few minutes. The antonym of "invisible" is

- a visible b unseen c clear d concealed e hidden

17 The fire will destroy the forest if it is not controlled. "Destroy" can be replaced by

- a build b ruin c create d demolish e construct

18 Staying in a five-star hotel is a luxury for most people. The synonym of "luxury" is

- a comfort b necessity c richness d poverty e need

19 The new song became popular on social media. The antonym of "popular" is

- a famous b well-liked c disliked d trendy e unpopular

20 The campaign raised awareness about the importance of recycling. The synonym of "awareness" is

- a knowledge b ignorance c understanding d unawareness e calm

21 She is taking a course to improve her skills. The antonym of "improve" is

- a enhance b develop c upgrade d worsen e decline

Choose the correct answer from a, b, c or d

1 Friendly..... at school can help build strong friendships.

- a betrays b pressure c interactions d scam

2 The scammer tried to..... the elderly woman by pretending to be from the bank.

- a deceive b believe c receive d achieve

3 He felt deeply..... when his best friend shared his secret.

- a delayed b betrayed c displayed d replayed

4 He has a very good..... because he always keeps his promises.

- a situation b occupation c invitation d reputation

5 Some people try to..... others to make quick money.

- a exploit b appoint c report d import

6 That deal sounds amazing, but it might be.....

- a wolves in sheep's clothing c too good to be true
b trust but verify d caught in a trap

7 He seemed friendly at first, but later we discovered he was one of those.....

- a wolves in sheep's clothing c too good to be true
b trust but verify d caught in a trap

8 She signed the contract without reading it and soon realized she was.....

- a wolves in sheep's clothing c too good to be true
b trust but verify d caught in a trap

9 My father always tells me, "You should when dealing with strangers.

- a be a wolf in sheep's clothing c be too good to be true
b trust but verify d catch in a trap

10 The teacher asked the students to..... for a moment before answering.

- a continue b shout c rush d pause

11 The company was accused of unfair of its workers.

- a exploitation b vacation c support d relaxation

12 Always..... the facts before sharing news online.

- a ignore b verify c forget d delete

13 Don't let stress or deadlines..... you into making bad decisions.

- a pressure b ignore c entertain d relax

14 The store sells all kinds of winter..... to keep you warm.

- a shoes b toys c clothing d food

15 The coach explained the best to win the game.

- a errors b questions c mistakes d tactics

16 Can you do me a small and help me carry these books?

- a job b task c favor d problem

17 Some people try to..... others by pretending to be someone else.

- a encourage b help c teach d deceive

18 The teacher gave a clear..... of the new grammar rule.

- a question b explanation c novel d story

19 A good..... is important for success in business.

- a reputation b habit c mistake d feeling

20 Be careful online, some people try to others for money.

- a help b scam c teach d warm

21 It hurts when a friend your trust.

- a** supports **b** protects **c** praises **d** betrays

22 Language games are usually intended to encourage student.....

- a** interactive **b** interaction **c** interact **d** interactively

23 He tried to..... his friends by lying about where he was.

- a** help **b** deceive **c** inform **d** support

24 You shouldn't..... people just because they are weaker than you.

- a** help **b** exploit **c** receive **d** respect

25 Cheating and lying are examples of..... in any workplace.

- a** honesty **b** kindness **c** dishonesty **d** respect

26 The hunters set a net and the rabbit was quickly in a trap.

- a** caught **b** running **c** free **d** hiding

27 When dealing with new information, it's wise to..... but verify before believing it completely.

- a** ignore **b** trust **c** share **d** forget

28 Be careful of people who seem kind but have bad intentions; they are like in sheep's clothing

- a** honest **b** helpful **c** wolves **d** brave

29 That offer seems amazing, but it's probably too good to be.....

- a** safe **b** boring **c** normal **d** true

30 People started spreading false..... about the famous singer's private life.

- a** rumors **b** events **c** theories **d** plans

31 In today's digital world, we must be careful not to spread..... online.

- a** influences **b** perfection **c** misinformation **d** sincerity

32 Good relationships are built on and honesty.

- a anger b trust c doubt d fear

33 Some tiny insects are almost..... to the human eye.

- a colorful b visible c bright d invisible

34 The soldiers worked together to build a strong..... against enemy attacks.

- a defense b attract c celebration d journey

35 Group activities in class encourage student and teamwork.

- a isolation b interaction c conflict d silence

36 Many people live under the..... that money brings happiness.

- a illness b fact c illusion d rule

37 The two friends had a serious..... about what movie to watch.

- a party b agreement c journey d argument

38 Heavy rain can..... the plans for an outdoor wedding.

- a protect b create c ruin d improve

39 The castle walls were built to protect the city from an enemy

- a attack b gift c speech d visit

40 She felt completely after hearing so many different opinions.

- a exciting b confused c surprising d sleepy

41 The of the painting was confirmed by art experts.

- a replica b copy c fake d authenticity

42 Nobody is perfect, so don't expect..... from others.

- a mistake b perfection c failure d weakness

43 People appreciate honesty and..... in friendships.

- a selfishness b anger c sincerity d fear

44 A good teacher can be a positive..... for students to follow.

- a follower b stranger c enemy d role model

45 Effective communication requires honesty and about your thoughts and feelings

- a openness b secrecy c silence d fear

46 The teacher gave a/an..... speech that motivated all the students to work hard

- a inspiring b boring c confusing d tiring

47 She gave me a..... smile that showed her true feelings.

- a inspired b genuine c confused d edited

عنكم ملوك خطا اكنبها

Zero Conditional

الحالة الصفرية

Present simple

Present simple

زمن المضارع البسيط (v : v + s)

زمن المضارع البسيط (v : v + s)



Uses

الاستخدامات

تستخدم للتعبير عن حقائق علمية عامة والتعبير عن عادات ثابتة لا تتغير ولا ترتبط بتوقيت معين

➡ If/ When you heat ice, It melts.

➡ If/ When we mix white and red, we get pink.

لا بد أن تكون الحقيقة عامة وليست خاصة وإذا كانت موقف خاص تستخدم الحالة الأولى وتتحول الحقيقة العامة إلى خاصة كما يلي:

First Conditional

الحالة الأولى

Present simple

will + inf.

زمن المضارع البسيط (v : v + s)

أمر أو نهي. can/may/should + inf.



Uses

الاستخدامات

تستخدم للتعبير عن إمكانية حقيقية لحدث شيء في المستقبل تتوفر شروط حدوثه.

➡ If you study hard, you will succeed.

يمكننا استخدام الأمر أو النهي أو الطلب في جملة جواب الشرط:

➡ If Jana calls, tell her I am here.

➡ If she comes late, don't allow her to enter.

يمكننا استخدام (may) في جملة جواب الشرط للتعبير عن الاحتمال أو (can) للتعبير عن المقدرة

➡ If you ask me, you should see a doctor.

➡ If Seif comes late, he has to apologise

يمكننا استخدام التعبيرات ('d rather - 'd better - let's) في جملة جواب الشرط للتعبير عن الاقتراح والرقبة

- If you have time, let's go to the cinema. ➤ If you have time, I'd rather go to the cinema.
➤ If you have time, I'd better go to the cinema.

Second Conditional

الحالة الثانية

Past simple

would + inf.

(شاذ أو v + ed ماض البسيط)

could/might + inf.



Uses

الاستخدامات

تعبّر الحالة الثانية عن موقف غير محتمل أو شيء تخيلي في المضارع

- If Toka had a million dollars, she would buy a big house.
➤ If I were a bird, I could fly. ➤ If I studied hard, I would pass.

تستخدم الحالة الثانية أيضا للتعبير عن النصيحة.

- If I were you, I'd help poor people

Third Conditional

الحالة الثالثة

Past perfect

would have + P.P

(had + P.P) ماضى التام

could/might have + P.P



Uses

الاستخدامات

للتعبير عن استحالة الحدوث وتستخدم للانتقاد أو الندم في الماضي

- If you had gone to the sports club, you would / could / might have seen Ali.

لاحظ التركيب التالي :

If it were not for

+

v + ing / n

→

subj.

+

Would + inf. الحالة الثانية

If it hadn't been for

Would have+ P.P. الحالة الثالثة

حالات حذف If

تستخدم بدلاً من (If) (Should. + + inf) كالتالي

➤ If Toka studies hard, she will succeed.

⇒ Should Toka study hard, she will.

حذف If الحالة الأولى

عن علي بن أبي

1

إذا كانت (were) فعل أساسي في الجملة تأتي مكان (If) وتكون بمعنى لو كنت

➤ If I were you, I'd help poor people.

⇒ Were I you, I'd help poor people.

حذف If الحالة الثانية

2

إذا كانت (had) فعل أساسي في الجملة ثاني مكان (If) وتكون بمعنى لو امتلك وتكون بمعنى لو كنت

➤ If I had much money, I'd buy a car.

⇒ Had I much money, I'd buy a car.

3

إذا وجد فعل أساسي غير (should) تأتي. Should + subject + inf. مكان (If) :

➤ If Toka studied hard, she'd succeed.

⇒ Should Toka study hard, she'd succeed.

4

إذا وجد فعل أساسي غير (were) تأتي. Were + subject + to + inf. مكان (If) :

➤ If Toka studied hard, she'd succeed.

⇒ Were Toka to study hard, she'd succeed.

تستخدم بدلاً من (If) (P.P + subject + Had.) كالتالي

➤ If Toka had left earlier, she wouldn't have missed the train

⇒ Had Toka left earlier, she wouldn't have missed the train.

حذف If الحالة الثالثة

دلع في ريف

بدائل If

If = in case = providing (that) = provided (that)

إذا / او

on condition that = supposing (that) = suppose = imagine (that)

👉 You can borrow my pen if / provided that / on condition that / as long as you give it back.

in case

👉 I'll leave my mobile phone switched on in case Jana calls.

If (there is)

=

In case of

=

With

=

By

+

noun

/

V + ing

في حالة



👉 In case of emergency, call 122.

👉 Toka wouldn't miss the train with/ by leaving earlier.

in case of... = if there is....

👉 In case of fire, please leave the building as quickly as possible. = If there is a fire.

👉 In case of emergency, call this number. = If there is an emergency.

...except if = If ... not

إذا لم - لو لم (جملة)

unless

=

without

+

noun or v + ing

إذا لم - لو لم

but for

+

noun

إذا لم - لو لم

👉 If they didn't have tickets, they wouldn't be able to watch the match.

👉 Unless they had tickets, they wouldn't be able to watch the match.

If	it is not for	+	inf. + Ing/n.	}	will + inf	الحالة الأولى
	it were not for inf	+	inf. + Ing/n.		would + inf	الحالة الثانية
	it hadn't been for	+	inf. + Ing/n.		would have + P.P	الحالة الثالثة
			subj.			

➡ If it is not for your help, I won't be able to watch the match.

➡ If it were not for your help, I wouldn't be able to watch the match.

➡ If it hadn't been for your help, I wouldn't have been able to watch the match.

عنـدكـ ملـوكـ طـيـرـا كـنـيـرـا

Choose the correct answer from a, b, c or d

1 If it rains tomorrow, we the picnic.

- a cancel b will cancel c cancels d canceled

2 If she..... harder, she will pass the exam.

- a study b studied c will study d studies

3 If you don't hurry, you the bus.

- a miss b will miss c misses d missed

4 What..... you do if you win the lottery?

- a do b will c did d would

5 If I you, I would apologize.

- a am b was c were d will be

6 She'll be sad if you..... come to her party.

- a don't b won't c didn't d hadn't

7 If I had time, I..... with you.

- a will go b will go c would go d went

8 If you pour water on fire, it..... out.

- a will go b don't go c don't go d goes

9 If I..... a famous singer, I would help children in need.

- a am b was c were d will be

10 If you click this icon, the program.....

- a will start b would start c starts d would have started

11 If I rich, I would have a lot of expensive things like a villa and a car.

- a had b were c had been d had had

12 If she read the question carefully, she the wrong answer.

- a would give b wouldn't give c will give d won't give

13 I..... my umbrella if it rains. This is my habit.

- a take b will take c would take d would have taken

14 Hala is careful, as usual. If she careful, she would make mistakes.

- a isn't being b aren't c was d wasn't

15 If I had money, I'd donate some to charity, but unfortunately I any.

- a haven't b don't have c didn't have d hadn't had

16 If she put water in the fridge, she..... some cold water.

- a get b will get c would get d would have got

17 me the truth in detail if you want me to believe you.

- a Tell b Will tell c Would tell d Telling

18 If they found a company of their own, I to work there.

- a apply b would apply c could apply d will apply

19 If you heat metal, it expand?

- a will b do c is d does

20 If this trip cost much money, I join it.

- a don't b won't c wouldn't d am not

21 They wouldn't be in London now..... they caught the midday plane.

- a unless b provided that c in case of d without

22 doing regular exercises, I will be overweight.

- a Without b Unless c As long as d If

23 Unless you had a modern car, you..... able to go to Alexandria.

- a will be b won't be c wouldn't be d wouldn't have

24 I will buy some tablets..... I feel a headache in the meeting room.

- a in case of b in case c unless d a & b

25 I'll swim in the sea today..... it's windy at the beach.

- a unless b in case of c provided d in case

26 Without..... the questions carefully, you couldn't answer them correctly.

- a read b have read c reading d is reading

27 If you..... in a hurry, leave that task for me.

- a were b had been c have d are

28 my teachers' support, I wouldn't have come the first in the final exam.

- a Unless b If c Without d In case of

29 working hard, we can't reach our goals.

- a If b As long as c Unless d Without

30 Rodina wouldn't have been a doctor..... she had studied hard.

- a unless b without c in case of d if

31 Soha to read this book, she would get much information.

- a If b Should c had d Were

32 my friends chosen a better destination, I would have joined them.

- a If b In case c Were d Had

33 Had I had a good memory, I his name.

- a would remember c remembered
b will remember d would have remembered

34 I had any bread, I would have gone to the bakery.

- a Had b If c Hadn't d Unless

35 he read a lot; he wouldn't have any information.

- a If b Should c Unless d Were

36 their help, I wouldn't have done any remarkable progress.

- a If b Unless c Without d If only

37 he to study hard, he would get high marks.

- a If b Had c Would d Were

38 I a car, I would be happy.

- a Had b If c Were d Unless

39 You will miss the lecture..... you come on time.

- a If b because c because d in case of

40 he had enough money, he would have bought a car.

- a Had b If c Unless d Hadn't

Rewrite the following sentences using the word (s) in brackets:

1 The coach will be angry because we are late for training. (if)

2 He will receive a medal when he wins the race, (if)

3 People feel tired when they don't get enough sleep. (if)

4 It's a good idea not to smoke. (if)

5 Sleeping early makes you wake up early. (if)

Rewrite the following sentences using the word (s) in brackets:

- 6 He was late, so the teacher punished him. (if)
- 7 She won't learn the piano because she doesn't practise. (if)
- 8 My alarm clock didn't ring, so I woke up late. (if)
- 9 She didn't visit him because she didn't know his address. (if)
- 10 He won't be part of the team because he is too short. (unless)
- 11 I'll help you only if you are honest with me. (as long as)
- 12 He will get high grades only when he works hard. (provided that)
- 13 Bad behavior always leads to punishment. (In case of)
- 14 I couldn't solve the problem because they didn't help me (Without)



Skills

المهارات

خطة تطوير كتابة المقال

Definition

It is an organized plan that helps the student write an essay in a systematic way
خطة منظمة تساعد الطالب على كتابة مقال بشكل منهجي

Essay Outline

A brief plan or model that shows how to organize the ideas of an essay before writing
مخطط المقال يساعدك على ترتيب الأفكار وضمان وضوح المقال قبل كتابته بالكامل

Plan your writing using the structure below:

خطط لكتابتك باستخدام الهيكل أدناه

1) Introduction المقدمة	Hook (جملة جذب الانتباه) Start with a strong question ابدأ بسؤال قوي Background (خلفية / تمهيد) Briefly explain the idea that words have great power . Thesis Statement الجملة الرئيسية / الفكرة الأساسية State your main argument clearly اذكر فكرتك الرئيسية بوضوح
2) Body Paragraph 1 الفقرة الأولى	Harm to Individuals Topic Sentence جملة الموضوع / الفكرة الرئيسية للفقرة Introduce the main idea and give a specific example. قدم الفكرة الأساسية للفقرة والذكر مثالا محددًا يدعمها.
3) Body Paragraph 2 الفقرة الثانية	Harm to Society Topic Sentence جملة الموضوع / الفكرة الرئيسية للفقرة Introduce the second point قدم النقطة الثانية
4) Conclusion الخاتمة	Restate Thesis إعادة صياغة الجملة الرئيسية .Summarize your main argument in different words Final Thought لخص فكرتك الرئيسية بكلمات مختلفة. الفكرة النهائية / الخاتمة End with a reflection or a call to action اختتم يتأمل أو دعوة لاتخاذ إجراء.

Exercise on Writing

1 Which comes first in a typical essay outline?

- ☐ a Body paragraphs ☐ b Conclusion ☐ c Thesis statement ☐ d References

2 A thesis statement.....

- ☐ a Is a background story ☐ c Introduces body paragraphs
☐ b Ends the essay ☐ d States the main argument clearly

3 What should you do in the conclusion?

- ☐ a Ask a question ☐ c Restate your thesis
☐ b Introduce new topics ☐ d Start with a hook

4 A final thought in the conclusion should.....

- ☐ a Ask unrelated questions ☐ c List body points
☐ b Introduce a new topic ☐ d End with reflection or call to action

5 Which is NOT part of an essay introduction?

- ☐ a Hook ☐ b Background ☐ c Thesis statement ☐ d Body Paragraph

6 A thesis statement should.....

- ☐ a Be unclear ☐ c Be at the end of the essay
☐ b Only list examples ☐ d Clearly state the main argument

7 Why is the hook important?

- ☐ a It entertains the reader ☐ c It ends the essay
☐ b It grabs attention ☐ d It introduces the conclusion.

8 is NOT employed in a body paragraph

- ☐ a A hook ☐ b A topic sentence ☐ c Supporting details ☐ d Transitions

9 A body paragraph begins with a

- a hook b thesis c summary d topic sentence

10 A conclusion may end with a

- a some sort of transition c topic sentence
b hook and a thesis statement d final thought or suggestion



Unit 4 Save and Shine

Vocabulary

campaign (n) (v) (ed)	حملة/يقوم بحملة	landfill (n)	مكتب النفايات
concerns (n)	اهتمامات/مخاوف	reduce (v) (d)	يقلل
depletion (n)	استهلاك/نفاذ	renewable (adj)	متجدد
eco-friendly (adj)	صديق للبيئة	reusable (adj)	قابل لإعادة الاستخدام
initiative (n)	مبادرة	slogan (n)	شعار
assembly (n)	مؤتمر/اجتماع	leak (n) (v) (ed)	تسرب/يسرب
drip (n)	قطر(مياه)	mission (n)	مهمة/مامورية/بعثة
impact (n)	تأثير(يؤثر على)	observations (n)	ملاحظات
sustainable (adj)	مستدام	record (v) (ed)	يسجل
swap (v) (ped)	يبادل/يقايض	survey (n) (v) (ed)	استطلاع رأي/يستطلع
waste (n)	مخلفات		

Expressions, Phrases & Prepositions

at a time	في المرة الواحدة	fight against	يحارب ضد
climate change	التغير المناخي	for this reason	لهذا السبب
cost money	يكلف مالاً	go green	اعتماد ممارسات صديقة للبيئة
cut down costs	يقلل التكاليف	green practices	ممارسات للحفاظ على البيئة
cut down	يقلل/ يخفض	I'm honored to be	انه لشرف لي ان أكون هنا
effect on	تأثير على	in two ways	بطريقتين
environmentally	صديق للبيئة	made from	مصنوع من
friendly	يبدل بـ	make changes	يجري تغييرات
exchange... for	مستقبل خالي	do/conduct a survey	يجري مسحاً
a greener future	من التلوث	a day	يوميّاً / في اليوم
for the first time	لأول مرة	turn off	يفصل/ يطفئ
free time	وقت الفراغ	turn on	يشغل/ يضيئ
taps were left running	تركت الحنفيات مفتوحة	on social media	على وسائل التواصل

play a role in	يلعب دوراً في	help save water	يساعد في الحفاظ على المياه
refer to	يشير إلى	work together	يعمل معاً
start a campaign	يبدأ حملة	active group	مجموعة نشطة
throw away	يرمي بعيداً/يتخلص من	instead of	بدلاً من
transform... into	يحول..... إلى	In addition	بالإضافة إلى ذلك
widely used	يستخدم على نطاق واسع	result from	ينتج من
work to	يعمل من أجل	result in	يؤدي إلى
the result of	نتيجة لـ	do research	يجري بحثاً
write down	يدون	play a part in	يلعب في/ يلعب دوراً في

Words, Synonyms & Antonyms

Words

Synonyms

Antonym

renewable	متجدد	sustainable/inexhaustible/replaceable	nonrenewable/finite	غير متجدد / محدود
reduce	يقلل	lessen/decrease	increase/expand	يزيد/يتمدد
waste	يسغ استخدام	misuse/drain	conserve/save	يحفظ
sustainable	مستدام	durable/continuous/lasting	temporary/wasteful	ضار/مدمر
production	إنتاج	creation/manufacturing	destruction/reduction	تدمير/نقص
pollution	تلوث	contamination/dirtiness	cleanliness/purity	نظافة / نقاء
profit	مكسب	gain/earnings	loss/debt	خسارة / دين
harm	ضرر	damage/injury	protection/benefit	حماية / فائدة
consultant	مستشار	advisor/expert	amateur/beginner	هاو / مبتدي
effect	تأثير	impact/influence	cause/source	سبب/مصدر
depletion	نفاذ	exhaustion/reduction	increase/growth	زيادة نمو
observation	ملاحظة/مراقبة	monitoring/examination	neglect/ignorance	إهمال/جهل
active	نشط	energetic/lively	lazy/inactive	كسول/غير نشيط
collect	يجمع	gather/assemble	scatter/lose	يتبعثر/يفقد
include	يحتوي	contain/involve	exclude/omit	يستبعد/يحذف
bright	مشرق/ذكى	shiny/intelligent	dull/dark	ممل/مظلم

Words

leak

يسرب/ينقط

drip/escape

impact

تأثير

effect/influence

avoid

يتجنب

evade/escape

Antonym

seal/block

سداد/سد

cause/origin/source

سبب/اصل/مصدر

face/confront

يواجه

Definitions

Survey

استطلاع رأي

a set of questions used to collect information about people's opinions or behavior

Observation

ملاحظة

careful watching and noting of something in order to gain information

Drip

قطرة (مياه)

a small drop of liquid falling slowly

Mission

مهمة

a special task or job that someone is sent to do

Impact

تأثير

a strong effect or influence that something has

Assembly

مؤتمر/اجتماع

a group of people gathered for a particular purpose, or the act of putting parts together

Leak

تسرب

a hole or crack through which liquid or gas escapes

depletion

نفاذ / استنزاف

the gradual use or reduction of natural resources, energy, or materials until there is little or none left

renewable

متجدد

a type of resource or energy that can be replaced naturally and used again (like wind or solar power)

sustainable

مستدام

something that can be maintained over time without causing damage to the environment or running out of resources

eco-friendly

صديق للبيئة

not harmful to the environment; good for nature and helps protect the planet

initiative

مبادرة

a new plan, idea, or action started to solve a problem or improve a situation

landfill

مكب للنفايات

a place where large amounts of waste and garbage are buried under the ground

slogan

شعار

a short, catchy phrase used in advertising or campaigns to deliver a message or idea

concerns

اهتمامات

worries or things people are anxious or nervous about, especially related to problems or risks

swap

يبادل

to exchange one thing for another

Go Green

اعتماد ممارسات صديقة للبيئة

make changes in the way individuals, organizations, and societies live and work so that their actions are more environmentally friendly

green manufacturing

تصنيع صديق للبيئة

producing environmentally friendly products by using renewable energy and clean technologies



Choose the (Two) correct answers out of the FIVE (5) options given.

- 1 Recycling programs are key to a sustainable future. The synonym of the underlined word "sustainable" is.....
 a complicated b maintainable c hesitant d eco-friendly e generic
- 2 Planting trees can prevent the depletion of soil nutrients. Choose two antonyms of "depletion"
 a exhaustion b restoration c draining d boost e reduction
- 3 Recycling programs help to reduce waste. The synonym of "reduce" is.....
 a expand b lessen c increase d raise e decrease
- 4 He refused to swap his old items for new ones. The antonym of "swap" is.....
 a keep b trade c explain d retain e exchange
- 5 Many companies now produce eco-friendly products to reduce environmental impact The synonym of "eco-friendly" is.....
 a environmentally c polluting
 b harmful d green
 e damaging
- 6 Overfishing has led to the depletion of marine life in the region. The synonym of "depletion" is.....
 a exhaustion b increase c boost d restoration e reduction
- 7 Industrial expansion will reduce pollution reduction efforts. The antonym of "reduce" is.....
 a increase b cut down c decrease d lessen e raise
- 8 Great leaders often inspire people to achieve their best. The synonym of "inspire" is.....
 a uplift b motivate c encourage d discourage e depress

9 Throwing away food unnecessarily is considered waste. The synonym of "waste" is....

- a rubbish b save c letter d garbage e conserve

10 Students decided to swap their books with each other to save money. The synonym of "swap" is.....

- a keep b switch c trade d exchange e hold

11 Parents showed great concern about their children's safety. The synonym of "concern" is

- a indifference b anxiety c interest d calmness e worry

12 We need to collect data for the science project. The antonym of "collect" is.....

- a gather b escape c scatter d assemble e distribute

13 Pollution has a bad impact on the environment. The synonym of "impact" is

- a effect b cause c influence d origin e source

14 You should avoid eating too much sugar. "avoid" can be replaced by.....

- a face b escape c confront d prevent e meet

15 You should record your homework in a notebook. The underlined word "record" is opposite in meaning to

- a document b erase c register d delete e log

16 Careful observation is important in science experiments. The antonym of "observation".....

- a ignorance b note c neglect d comment e remark

17 Children love to collect stamps. The synonym of "collect" is

- a gather b scatter c assemble d distribute e confront

18 The price will include free delivery. "include" can be replaced by.....

- a exclude b contain c omit d involve e remove

19 Drivers must avoid accidents by driving carefully. "Avoid" is opposite in meaning to.....

- a escape b dodge c confront d prevent e face

20 The sun is very bright today. The synonym of "bright" is

- a shining b dull c brilliant d dark e dim

21 She wore a bright red dress to the party The antonym of "bright" is.....

- a radiant b dark c brilliant d dull e dull

22 The pipe has a water leak in the kitchen. "leak" can be replaced by

- a contain b spill c block d escape e seal

Choose the correct answer from a, b, c or d

23 The project aims to promote development that does not harm the environment.

- a fluent b impressive c sustainable d polished

24 Solar and wind power are examples of energy sources.

- a complicated b renewable c generic d innovative

25 She used a new..... to solve the math problem.

- a task b approach c duty d mission

26 The rapid cutting of trees has led to the serious of forests in many countries.

- a preservation b generation c depletion d celebration

27 The two friends decided to..... books so they could share their opinions.

- a keep b swap c close d ignore

28 Water, forests, and minerals are some of the most important for human life.

- a natural resources b campaigns c slogans d manufacturers

- 29 The company high-quality electronics that are sold all over the world.
- a reuses b manufactures c transforms d preserves
- 30 Most of the city's rubbish was taken to a huge..... outside the capital.
- a hospital b warehouse c greenhouse d landfill
- 31 Education is considered a investment for any society.
- a wasted b useless c sustainable d rare
- 32 The students launched an to collect books for poor children.
- a waste b excuse c delay d initiative
- 33 Wind turbines provide energy without harming the environment.
- a polished b impressive c anxious d renewable
- 34 Many people prefer to buy products as they want to protect the environment.
- a harmful b toxic c dangerous d eco-friendly
- 35 His main was the safety of his children while they were playing near the busy street
- a disregard b neglect c worry d apathy
- 36 Many experts have expressed..... about climate change and its long-term effects.
- a indifference b concern c ignorance d apathy
- 37 Factories produce large amounts of..... which can harm the environment
- a preservation b treasure c conservation d waste
- 38 of social media can cause mental health problems such as anxiety and depression.
- a Reuse b Overuse c Recycling d Slogan
- 39 Teachers explained that of technology during lessons distracts students.
- a recycling b overuse c reusable d misuse

- 40** Wind and solar are examples of energy sources.
- a harmful b renewable c polluted d wasted
- 41** old electronics reduces the need for raw materials and protects the planet.
- a Overusing b Misusing c Reusing d Recycling
- 42** The company started packaging materials to promote eco-friendly environment.
- a reusing b misusing c overusing d recycling
- 43** Using..... shopping bags helps reduce plastic waste and protect wildlife.
- a overused b disposable c reusable d misused
- 44** The environmental campaign used the..... "Save Water, Save Life" to encourage better habits.
- a campaign b slogan c commitment d reuse
- 45** The government launched a to promote healthy eating and reduce obesity.
- a reuse b slogan c commitment d campaign
- 46** Recycling and reusing materials can significantly the amount of waste in landfills.
- a reduce b Increase c waste d Ignore
- 47** Teachers appreciate students who show to learning and completing tasks on time.
- a misuse b overuse c commitment d recycling
- 48** Schools encourage students to by planting trees and recycling waste.
- a preserve b go green c misuse d overuse
- 49** Local..... are encouraged to produce eco-friendly packaging for their products.
- a communities. b consumers c manufacturers d activists
- 50** Scientists warn that could lead to more frequent and severe natural disasters.
- a preservation b recycling c reuse d global warming

51 Recycling plastic can..... waste into useful products for daily use.

- a transform b preserve c misuse d recycle

52 We should..... our cultural heritage by protecting historical buildings and monuments.

- a transform b preserve c misuse d recycle

53 deforestation is one of the main causes of climate change and habitat loss.

- a Medium-scale b Small-scale c Large-scale d Local-scale

54 Governments are implementing policies to combat and reduce carbon emissions.

- a climate change b recycling c manufacturers d natural resources

55 A is a place where waste is buried under the ground, often causing environmental concerns.

- a campaign b landfill c swap d slogan

56 Items that can be used again many times instead of being thrown away are called.....

- a swap b eco-friendly c waste d reusable

57 To..... means to exchange one thing for another, often as part of an environmentally friendly program.

- a reduce b swap c landfill d depletion

58 The..... refers to a reduction in the number or amount of something, which can lead to serious environmental problems.

- a waste b renewable c depletion d landfill

59 The students' was to reduce waste in the school.

- a drips b Journey c mission d holiday

60 We need to..... the garden to see which plants are growing.

- a destroy b survey c leak d ignore

61 Tiny water can waste many liters of water a day.

- a halls b storms c floods d drips

62 The teacher asked the class to write down their..... in a notebook.

- a bathrooms b taps c observations d naps

63 During the school..... students presented their projects.

- a assembly b impact c were d drips

64 Planting trees has a big..... on the environment.

- a cause b noise c accident d impact

65 The plumber came to fix a in the kitchen pipe.

- a record b leak c drip d mission

66 Scientists need to..... the results carefully for future study.

- a ignore b repair c observe d boil

46 After careful, she decided to accept the job offer.

- a consideration b accident c impact d finding

67 The scientist announced an exciting new about the rare disease.

- a founding b finding c mission d cause

68 Smoking can cause..... harm to your lungs over time.

- a serious b mission c leak d good

69 The journalist wanted to the president's speech for the newspaper.

- a explode b shout c forget d record



Verbs followed by (-ing form)

أفعال يأتي بعدها الفعل مضافا إليه ing ومنها:

1

admit (to)	يعترف بـ	involve	يشمل/يتضمن	recommend	يوصي بـ
avoid	يتجنب	Resist	يقاوم	fancy	
suggest	يقترح	Risk	يخطر	delay	يؤجل
practise	يمارس	postpone	يؤجل	prevent	يمنع
consider	يعتبر/ يفكر	Enjoy	يستمتع بـ	escape	يهرب
mind	يمنع	Finish	ينهي	forgive	يسامح
imagine	يتخيل	Deny	ينكر	miss	يفتقد
understand	يفهم	Go	يذهب	dislike	يكره
keep	يبقي	practice	يتدرب / يمارس		



➡ The criminal admitted (to) committing the crime.

Verbs followed by (to + inf.)

أفعال يأتي بعدها الفعل مضافا إليه to + inf . ومنها :

2

decide	يقرر	wish	يتمنى	need	يحتاج
agree	يوافق	swear	يقسم	prepare	يجهرز/يعد
promise	يعد	determine	يضم	attempt	يحاول
hope	يأمل	fail	يفشل	prove	يثبت
plan	يخطط	expect	يتوقع	neglect	يهمل
manage	يتمكن	threaten	يهدد	can't afford	لا يتحمل
refuse	يرفض	arrange	يرتب	deserve	يستحق
seem	يبدو	offer	يعرض	choose	يختار
want	يريد	expect	يتوقع	afford	يتحمل نفقته
need	يحتاج	offer	يعرض		



➡ I have decided to play a match with my friends.

3 أفعال يأتي بعدها مفعول ثم الفعل مضافاً إليه. to + inf. ومنها: Verbs followed by (object + to + inf.)

Advise	ينصح	Permit	يسمح	tell	يخبر
recommend	يوصي بـ	Instruct	يعلم/يخبر	order	يامر
Expect	يتوقع	Ask	يطلب	warn	يحذر
encourage	يشجع	persuade	يقنع	teach	يعلم
Force	يجبر	Allow	يسمح	remind	يذكر
Invite	يدعو	Promise	يوعد	request	يطلب

➡ He advised me to study and revise regularly.

لاحظ إذا لم يأت بعد هذه الأفعال مفعول يأتي بعدها (ving).

advise

recommend

encourage

allow

permit + (v-ing)

➡ He doesn't allow smoking in his office.

4 تعبيرات يأتي بعدها الفعل مضافاً إليه ing ومنها: Expressions followed by (-ing form)

feel like	يرغب في	can't stop	لا يستطيع التوقف	(have) difficulty (in)	لديه صعوبة في
It's worth	يستحق	What/How about ...?	ما رأيك؟ (اقتراح)	(be) busy	مشغول
can't help	لا يستطيع التوقف عن	It's no good	ليس من الصالح	(have) fun	يمرح
can't stand	لا يستطيع تحمل	It's no use	لا فائدة من	succeed in	ينجح في

➡ This movie is worth watching more than once.



5 تعبيرات يأتي بعدها الفعل مسبوقاً بـ to ومضافاً إليه ing ومنها: Expressions followed by (to + v-ing)

look forward to	يتطلع الى	(be) exposed to	معرض لـ	take to	يعتاد على
object to	يعترض على	own up to	يعترف بـ	owing to	بسبب
contribute to	يساهم في	(be) used to	معتاد على	prefer (v-ing) to (v-ing)	يفضل ... عن
in addition to	بالإضافة الى	(be) accustomed to	معتاد على		

→ We look forward to living on a remote island.

Important Notes

1 أفعال يأتي بعدها بـ ing- أو to + inf دون تغير في المعنى:

Like	يحب	love	يحب
Hate	يكره	prefer	يفضل
Start	يبدأ	begin	يبدأ
Continue	يستمر	intend	ينوي

→ I like to play football.

⇒ HI like playing football.



- عند وجود كلمة would أو اختصارها 'd قبل الأفعال السابقة لا بد أن يأتي بعدها (to + inf).

→ I'd like/hate/prefer/love to go to school early.

- إذا كانت Would تعبر عن زمن الماضي.

'd (like-prefer-love...) to have + P.P.

→ It's a pity we didn't visit Ali. I'd like to have seen him again.

- استخدامات d' prefer - d' rather بمعنى (يفضل)

2 افعال تتبع بـ (ing) أو (to + inf) مع اختلاف في المعنى:

stop + (to + inf.) يتوقف لكي يقوم بالفعل.

stop + (v-ing) يتوقف عن القيام بالفعل.

👉 When he saw the restaurant, he stopped to eat (توقف عن السير لكي يأكل)

👉 He decided to stop smoking as he felt so sick (قرر أن يتوقف عن التدخين تماماً)

remember + (to + inf.) يتذكر ثم يقوم بالفعل (لم يتم بعد)

remember + (v-ing) يتذكر أنه قام بالفعل (الفعل تم في الماضي)

👉 I remembered to phone her (تذكر أولاً ثم اتصل)

👉 I remembered phoning her (اتصل أولاً ثم تذكر الحدث)

forget + (to + inf.) ينسى أن يقوم بالفعل (لم يتم)

forget + (v-ing) قام بالفعل ونسى أنه قام به الفعل تم

👉 I forgot to go to that meeting (نسى أن يذهب)

👉 I forgot going to that meeting قام بالذهاب بالفعل ولكنه نسى الحدث

try + (to + inf.) يحاول أن يفعل شيئاً

try + (v-ing) يجرب فعل شيء ليرى النتيجة

👉 She tried to answer all the questions.

👉 Try taking an aspirin. It might work.

regret

+

(to + inf.)

يأسف لفعل شيء سوف يقوم به : لأنه مضطر لذلك (الفعل لم يتم بعد)

regret

+

(v-ing)

يندم على فعل قام به (الفعل تم).

➡ I regret to say that your interview was not successful (أسف لقول ذلك)

➡ I really regret being so rude to my friend (ندمان على فعل ذلك)

go on

+

(to + inf.)

ينتقل من عمل الآخر

go on

+

(v-ing)

يستمر (في القيام بنفس العمل)

➡ After he finished his math homework, he went on to study English (بدأ مذاكرة الإنجليزي)

➡ My son went on studying English all night (استمر في مذاكرة الإنجليزي)

عندكم ملوك خطا اكتبوها هنا

Choose the correct answer from a, b, c or d

1 She decided..... abroad after graduation.

- a going b to go c goes d gone

2 I enjoy..... new languages in my free time.

- a learn b to learn c learning d learned

3 He refused..... the instructions carefully.

- a to follow b following c follows d followed

4 They admitted..... the window by mistake.

- a break b to break c breaking d broken

5 I can't afford..... a new car right now.

- a buy b buying c to buy d buys

6 Don't forget..... your homework before class.

- a do b done c doing d to do

7 She avoided..... about the problem directly.

- a talk b talking c to talk d talked

8 She enjoys..... to music.

- a to listen b to listening c listen d listening

9 He tried..... the door, but it was locked.

- a to open b opening c open d opened

10 He promised..... me with the project.

- a helping b to help c to helping d help

11 They avoid..... junk food.

- a eating b eat c to eating d to eat

12 We decided..... a new car.

- a buying b to buying c to buy d buy

13 I don't mind..... for you.

- a to wait b waiting c wait d waits

14 She suggested a break.

- a to take b take c to taking d taking

15 He stopped..... a coffee break.

- a to take b taking c take d to taking

16 I'll never forget..... the Eiffel Tower for the first time.

- a to see b see c seeing d to see

17 Please remember..... off the lights before leaving.

- a turning b to turn c tum d to turn

18 My friend suggested..... for a picnic in the park.

- a go b to go c going d goes

19 Do you enjoy..... to classical music?

- a listening b listen c listened d to listen

20 We usually go..... with our friends at the weekend.

- a fish b to fish c to fishing d fishing

21 I do not know how..... the new iPhone.

- a Use b using c to use d is using

22 Fatma admitted..... the plate and said she was sorry.

- a breaking b to break c to breaking d break

23 The thief denied..... into the house or stealing the money.

- a breaking b to break c to breaking d to breaking

24 You should avoid..... friends with such bad people.

- a to make b make c to making d making

25 I look forward..... employees from other countries.

- a to meet b to meeting c meeting d meet

26 I've arranged..... to the theatre with my family.

- a go b to go c going d to going

27 I hope an army officer when I grow up.

- a will be b would be c being d to be

28 Could you explain how this math problem?

- a answering b to answer c to answering d answer

29 Nader denied my mobile without asking me.

- a borrows b barrow c borrowing d to borrow

Rewrite the sentences using the word(s) in brackets to give the same meaning:

30 She enjoys reading novels. (to read)

31 He refused to answer the question. (answering)

32 He avoided talking to the teacher. (to talk)

- 33 She enjoys watching romantic films. (likes)
- 34 He refused to give up. (agree)
- 35 They avoided making eye contact. (to make)
- 36 I decided to join the football team. (decision)
- 37 We hope to win the match. (look forward)
- 38 She suggested going to the zoo. (suggestion)
- 39 She dislikes eating alone. (doesn't)



SKILLS

A	Definition	A formal email is a message written in a polite and organized way, used for important matters such as applying for a job, making a request, or submitting a complaint. البريد الإلكتروني الرسمي هو رسالة مكتوبة بطريقة مهذبة ومنظمة، نستخدمها في الأمور المهمة مثل التقدم لوظيفة أو تقديم طلب أو شكوى.												
B	Formal Email Template	Subject: [Clear and Professional Subject] Dear [Title + Last Name], I am writing to [state your purpose clearly]. [Give details in full sentences. Be polite and professional.] Thank you for your time and consideration. Yours sincerely, [Your Full Name]												
	Formal Email Essentials	<table><tr><td>Greeting</td><td>التحية</td><td>Dear Sir/Madam, / Dear Mr. Ali,</td></tr><tr><td>Language</td><td>اللغة</td><td>Polite, complete sentences, no slang</td></tr><tr><td>Purpose</td><td>الغرض</td><td>Job application, complaint, official request</td></tr><tr><td>Closing</td><td>الختام</td><td>Yours sincerely, / Kind regards,</td></tr></table>	Greeting	التحية	Dear Sir/Madam, / Dear Mr. Ali,	Language	اللغة	Polite, complete sentences, no slang	Purpose	الغرض	Job application, complaint, official request	Closing	الختام	Yours sincerely, / Kind regards,
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Closing	الختام	Yours sincerely, / Kind regards,												
	أساسيات الإيميل الرسمي													

Choose the correct answer from a, b, c, or d:

1 "....." is a formal closing phrase.

- ☐ a Bye!
 ☐ b Cheers!
 ☐ c See ya!
 ☐ d Yours sincerely,

2 "....." is a purpose of a formal email.

- ☐ a Making a joke
 ☐ b Gossiping
 ☐ c Spreading rumors
 ☐ d Spreading rumors

3 "....." is NOT a good opening sentence.

- ☐ a I am writing to ask for information.
 ☐ c I am applying for the job.
☐ b What's up?
 ☐ d I would like to request details.

4 "Dear Mr Ashraf," is a

- a closing phrase b greeting c subject d body

5 "I am writing to request information" is a/an

- a opening sentence b greeting c subject d closing phrase

6 "Please find the attached file" refers to a/an

- a greeting b recipient c closing sentence d attachment

7 A formal email is sent for reasons.

- a fun and friendly c personal, professional and friendly
b official, friendly or family d official, academic, or professional

8 Attachments are

- a greetings at beginnings c jokes to entertain the recipient
b closing phrases at the end d files sent with the email

9 In a formal email, you should avoid

- a full sentences c polite language
b slang and contractions d correct grammar

10 Of the following greetings, "....." is correct for a formal email.

- a Dear Sir/Madam, b Hey! c Back again! d Hi dude,

Read the following passage, then answer the questions:

In today's digital world, we see hundreds of messages, stories, and posts every day. Some of them are true, but many are false. Fake news spreads quickly because it is often exciting, emotional, or shocking. If we are not careful, we may believe a lie or even share it with others.

This is why learning how to check fake news is very important.

The first step is to look at the source. Is the website or platform reliable? Real news usually comes from trusted newspapers, TV channels, or official organizations. Fake platforms often have strange names, many advertisements, or promises that sound too good to be true. The second step is to check the details. If the story has no date, no writer, or no clear facts, it may not be real. Compare the story with other reliable websites. If only one website shows the news, it may be false.

The third step is to think before sharing. Ask yourself. Who benefits from this news? Does it make people angry or afraid? Fake news often tries to control emotions instead of giving facts.

By stopping, asking questions, and checking carefully, we can protect ourselves and our society from the danger of lies. Fake news is like a trap, but with awareness and responsibility, we can avoid it.

Choose the correct answer from a, b, c, or d:

1 The passage is mainly about.....

- a how to create shocking stories
- b forms of social media
- c how to design websites
- d how to check fake news

2 According to the passage, the first step to check news is to look at the.....

- a writer
- b advertisement
- c source
- d title

3 Which is the best summary of the passage?

- a Fake news spreads quickly, so we must learn to check sources.
- b Fake news is always funny and safe to share.
- c All news on social media is true.
- d Reliable websites never publish mistakes.

4 Why does fake news spread quickly?

- a Because it is always correct.
- b Because it is exciting or emotional.
- c Because it comes from TV channels.
- d Because people ignore it.

5 If a story appears only on one strange website, it is probably.....

- a fake
- b true
- c official
- d important

6 How is fake news different from real news?

- a Fake news always has dates, real news doesn't.
- b Fake news comes from books, real news comes from the internet.
- c Fake news is often emotional, real news is based on facts.
- d There is no difference.

7 The word "reliable" in the passage means.....

- a easy to find
- b trustworthy
- c false
- d popular

(A) Choose the correct Arabic translation from a, b, c, or d:

1 The development of different means of transportation has made travel easier, faster, and safer than before.

- a قد يجعل تطور وسائل المواصلات المختلفة السفر أسهل وأسرع وأكثر تكلفة من ذي قبل.
- b لقد جعل ثمن وسائل المواصلات المختلفة السفر أسهل وأسرع وأكثر أماناً من ذي قبل.
- c لقد جعل تطور وسائل المواصلات المختلفة السفر أكثر متعة وأسرع وأكثر أماناً من ذي قبل.
- d لقد جعل تطور وسائل المواصلات المختلفة السفر أسهل وأسرع وأكثر أماناً من ذي قبل.

2 Research says that we must have a hobby to refresh ourselves and ease the bad effects of work stress.

- a تقول الأبحاث إنه يجب ألا تكون لدينا هواية لإنعاش أنفسنا وتخفيف الآثار السيئة لضغوط العمل.
- b تقول الأبحاث إنه يجب أن تكون لدينا هواية لإنعاش أنفسنا وتخفيف الآثار السيئة لضغوط العمل.
- c الأبحاث تقول إنه يجب أن تكون لدينا هواية لإنقاذ أنفسنا وتخفيف الآثار السيئة لضغوط العمل.
- d الأبحاث تقول إنه يجب أن تكون لدينا هواية لإنعاش أنفسنا وتسهيل الآثار الصعبة للضغوط العمل.

(B) Choose the correct English translation from a, b, c, or d:

يلعب الآباء والمعلمون وكذلك الإعلام دورا هاما في تشكيل شخصية الأطفال، وتعديل سلوكياتهم ليكونوا مواطنين صالحين.

3

- a Parents, teachers, and the media play an important rule in forming children's personalities and modifying their behaviors to be good citizens.
- b Parents, teachers, and the media play an important role in forming children's personalities and modifying their behaviors to be good citizens.
- c Parents, teachers, and the media play a minor role in forming children's personalities and clarifying their behaviors to be good citizens.
- d Parents, teachers, and the media make an important role in forming children's personalities and modifying their behaviors to be good citizens.

إن الطموح هو الرغبة في تحقيق أشياء عظيمة، وهو يدفعنا للعمل بجد للوصول إلى أهدافنا.

4

- a Ambition is the desire to achieve great things. It motivates us to work hard and achieve our dreams.
- b Ambition is the ability to achieve great things. It motivates us to work quickly to achieve our goals.
- c Ambition is the desire to achieve great things. It motivates us to work hard to achieve our goals.
- d Ambition is the desire to get good things. It motivates us to hard work to achieve our goals.



5 إن إنشاء الكثير من مكتبات المدارس والمكتبات العامة ساهم في تحسين العملية التعليمية بوجه عام، وساعد الكثير من الأطفال والشباب على القراءة بحرية.

- a The establishment of lots of school libraries and public libraries contributed to improving the educational process in general and helped many children and youths to read freely.
- b The establishment of lots of school libraries and public libraries contributed to improving the educational operation in general and helped some children and youths to read freely.
- c The building of lots of school libraries and public libraries contributed to improving the educational process with a general face and helped many children and youth to read freely.
- d The constructing of lots of school libraries and public libraries contributed to improve the educational process in general and helped lots of children and youths to read freely.

الخبر
كله
فنى
الرضا

الفصل الثالث في نقاط

1-The sun was high in the sky, and the sea shone with a bright, hard light while Santiago wiped the sweat from his forehead and kept watching the bird circling above.

كانت الشمس مرتفعة في السماء، والبحر يلمع بضوء ساطع وقايس بينما مسح سانتياغو العرق من جبينه واستمر في مراقبة الطائر الذي يحلق في الأعلى

2-When the bird suddenly dived and the water splashed, small tuna jumped in fear, showing Santiago that a much larger fish was close by.

عندما غطس الطائر فجأة وتناثر الماء، قفز سمك التونة الصغير خوفاً، مما دل لسانتيغو أن سمكة أكبر بكثير كانت قريبة

3-Santiago's heart began to beat faster as he felt the fishing line tremble slightly in his fingers, knowing that this was the moment he had been waiting for.

بدأ قلب سانتياغو ينبض بشكل أسرع عندما شعر بخط الصيد يرتجف قليلاً بين أصابعه، عالماً أن هذه هي اللحظة التي كان ينتظرها.

4-Santiago allowed the fish to take the bait slowly, whispering to it to eat well because he understood the ways of big fish.

سمح سانتياغو للسمكة بأخذ الطعم ببطء، هامساً لها أن تأكل جيداً لأنه كان يفهم طباع الأسماك الكبيرة

5-Suddenly, the line pulled hard and cut into his hand, and Santiago realized that the great fish was hooked at last.

فجأة، سحب الخيط بقوة وجرح يده، وأدرك سانتياغو أن السمكة العظيمة قد عُلقت أخيراً

6-The powerful fish swam steadily out into the deep open sea, pulling the small boat farther and farther away from land with unstoppable force.

سبحت السمكة القوية بثبات نحو عرض البحر العميق، ساحبة القارب الصغير أبعد وأبعد عن اليابسة بقوة لا يمكن إيقافها

7-Santiago held the line firmly and let the fish run, feeling its huge strength even as the line cut into his skin.

أمسك سانتياغو بالخيط بقوة وترك السمكة تركض (تسبح)، مستشعراً قوتها الهائلة حتى بينما كان الخيط يجرح جلده.

8-For many long hours, Santiago drank some water and ate a small piece of tuna to keep his energy, knowing the fight would last for a long time.

لساعات طويلة عديدة، شرب سانتياغو بعض الماء وأكل قطعة صغيرة من سمك التونة ليحافظ على طاقته، عالماً أن القتال سيستمر لوقت طويل.

9-As the sun went down, the fish still swam deep, and Santiago spoke softly to, calling it his brother, but promising not to let it go.

عندما غربت الشمس، ظلت السمكة تسبح في العمق، وتحدث سانتياغو إليها بهدوء، منادياً إياها "أخي"، لكنه وعدها بأنه لن يسمح لها بالهرب.

10-During the long night, Santiago's back ached and his arms trembled, but he refused to give up, even when the line burned his hands.

خلال الليل الطويل، شعر سانتياغو بألم في ظهره وارتعشت ذراعه، لكنه رفض الاستسلام، حتى عندما أحرق الخيط يديه.

11-He remembered Joe DiMaggio, who played baseball with pain in his heel, and took courage from the idea that pain did not matter as long as patience remained.

تذكر جو ديماجيو، الذي لعب البيسبول متحملاً الألم في كعبه، واستمد الشجاعة من فكرة أن الألم لا يهم ما دامت هناك بقية من الصبر.

12-Santiago tied the line across his shoulders to share the strain, ate another piece of fish for strength, and wished the boy had been there to see the greatness of this fish.

ربط سانتياغو الخيط على كتفيه ليتقاسم الإجهاد، وأكل قطعة أخرى من السمك للقوة، وتمنى لو أن الصبي (مانولين) كان هناك ليرى عظمة هذه السمكة.

13-When dawn came again, the line was still tight and strong, and Santiago spoke aloud to the fish, saying they were joined together in a battle where only the best one would win.

عندما طلع الفجر مرة أخرى، كان الخيط لا يزال مشدوداً وقوياً، وتحدث سانتياغو بصوت عالٍ إلى السمكة، قائلاً إنهما متحدان في معركة لن يفوز بها إلا الأفضل.

الفصل الرابع في نقاط

1-The morning sun rose over the sea as Santiago, exhausted and sleepless, sat stiff with cut hands and an aching back, but with eyes still clear and spirit unbroken.

أشرقت شمس الصباح فوق البحر بينما كان سانتياغو، منهكاً وأرقاً، يجلس متخشباً بأيدي مجروحة وظهر يؤلمه، ولكن بعينين لا تزالان صافيتين وروح لم تُكسر

2-The great fish continued to drag the boat farther into the gulf, leaving Santiago alone yet filled with pride at the unseen struggle.

استمرت السمكة العظيمة في سحب القارب أبعد في الخليج، تاركة سانتياغو وحيداً لكنه ممتلئ بالفخر بالصراع غير المرئي

3-Santiago whispered to the fish, calling it his brother, yet admitting he must kill it because there was no other way.

همس سانتياغو للسمكة، منادياً إياها "أخي"، ومع ذلك اعترف بأنه يجب أن يقتلها لأنه لا يوجد طريق آخر

4-To rest his hands, he shifted the line to his shoulders, ate a piece of tuna slowly, and prepared for a long battle that could last days.

لإراحة يديه، حوّل الخيط إلى كتفيه، أكل قطعة تونة ببطء، واستعد لمعركة طويلة يمكن أن تستمر لأيام

5-By noon, the fish pulled harder, cutting Santiago's skin deeply, but he braced himself, clenched his teeth, and held firm despite the sweat pouring down his face.

بحلول الظهر، سحبت السمكة بقوة أكبر، جرحت جلد سانتياغو بعمق، لكنه شدّ على نفسه، أطبق أسنانه، وتمسك بقوة على الرغم من العرق الذي كان يتدفق على وجهه

6-Santiago admired the creature's wisdom, believing it was too clever to show itself too soon, though he knew it must eventually rise.

أعجب سانتياغو بحكمة المخلوق، معتقداً أنه كان أذكى من أن يظهر نفسه مبكراً جداً، على الرغم من أنه كان يعلم أنه يجب أن يرتفع في النهاية

7-In the hot sun, Santiago's muscles cramped and ached, but he thought of Joe DiMaggio's courage playing with pain and repeated to himself that endurance was what mattered.

تحت الشمس الحارة، تشنجت عضلات سانتياغو وآلمته، لكنه فكر في شجاعة جو ديماجيو وهو يلعب متحملاً الألم وكرر لنفسه أن التحمل هو ما يهم

8-At night, the fish surged powerfully, almost pulling Santiago down, but though his hands bled freely, he refused to give in.

في الليل، اندفعت السمكة بقوة، وكادت أن تسحب سانتياغو للأسفل، ولكن على الرغم من أن يديه كانتا تنزفان بغزارة، فقد رفض الاستسلام

9-Under the stars, Santiago felt both lonely and accompanied, tied to the great fish by the line and strengthened by memories of lions on the beaches of Africa.

تحت النجوم، شعر سانتياغو بالوحدة والرفقة في آن واحد، مربوطاً بالسمكة العظيمة بالخيط ومستقوياً بذكريات الأسود على شواطئ أفريقيا

10-The next morning, the marlin leapt higher than the boat and shining silver in the sunlight, leaving Santiago amazed by its beauty and size.

في صباح اليوم التالي، قفزت سمكة المارلين أعلى من القارب متلألئة فضياً في ضوء الشمس، مما ترك سانتياغو مندهشاً من جمالها وحجمه

11-Santiago whispered that the marlin was noble, strong, and full of spirit, but still declared his determination to kill it with all his strength.

همس سانتياغو بأن سمكة المارلين كانت نبيلة وقوية ومليئة بالروح، لكنه لا يزال يعلن تصميمه على قتلها بكل قوته.

12-For two days and nights, Santiago fought without sleep, eating raw fish and drinking little, his body broken but his will like iron.

لمدة يومين وليلتين، قاتل سانتياغو دون نوم، يأكل السمك النيء ويشرب القليل، وجسده محطم لكن إرادته كالحديد.

13-On the third dawn, near exhaustion, Santiago felt his raw hands and burning eyes, yet he still held firm as the tired marlin swam slower, whispering that it was now a battle of life or death.

في فجر اليوم الثالث، وعلى وشك الانهيار من الإرهاق، شعر سانتياغو بيديه الملتهبتين وعينه المحروقتين، ومع ذلك ظل متمسكاً بقوة بينما سبحت سمكة المارلين المتعبة ببطء أكبر، هامساً بأنها أصبحت الآن معركة حياة أو موت